

PERMIT NO. _____

**TOWN OF WESTFIELD
OFFICE OF THE TOWN ENGINEER
959 NORTH AVENUE WEST
WESTFIELD, NEW JERSEY 07090
PHONE: (908)-789-4100
FAX: (908)-789-4113**

TREE REMOVAL PERMIT

AUTHORITY: General Ordinance No. 1806, adopted September 10, 2002.

DEFINITION OF TREE: Any deciduous or coniferous species which reaches a typical mature height of at least twenty-five (25) feet and a typical mature trunk diameter of four (4) inches or greater, measured three (3) feet above ground level; and is three (3) inches or greater trunk diameter, measured three (3) feet above ground level, at the time of filing of this application.

WHEN PERMIT IS REQUIRED: Under the following circumstances, no tree shall be cut or otherwise removed from any lands located in the Town of Westfield unless a Tree Removal Application has been approved and a Tree Removal Permit based thereon has been issued by the Town Engineer:

- (a) Where property is being developed and requires subdivision or site plan approval; or
- (b) Where a person owns vacant land or a sub dividable lot and within a three (3) year period, the lesser of (i) fifty (50) percent of the trees or (ii) ten (10) trees on the sub dividable portion of such property or on the vacant land are to be removed, regardless of the size of the sub dividable portion or vacant land; or
- (c) Where Town Trees are to be removed (provided that applications for removal of such trees shall only be made by the adjacent property owner(s)).
- (d) Where properties that contain existing dwellings or structures that will be removed or demolished to facilitate the construction of a new or replacement building or buildings.

The following shall be exempt from these requirements:

- (1) Commercial nurseries.
- (2) Pruning and removal of trees by utility companies to provide for line clearance of utility wires.
- (3) The Town of Westfield.

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APPLICATION FOR TREE REMOVAL PERMIT

Date: _____

Location of proposed removal(s): _____

Street address: _____

Block No: _____ Lot No.: _____

Applicants Name (Person, Not a Company)(Please Print): _____

Street Address: _____

Phone () _____

Fax () _____

Beeper () _____

e-Mail _____

Signature of applicant: _____

Owners Name (Person, Not a Company)(Please Print) _____

Street address: _____

Phone: () _____

Fax: () _____

If the applicant is different from the owner, the application must be accompanied by a signed statement of the owners consent to this application.

If no site plan or subdivision is involved, applicant shall submit seven (7) copies of a reasonably accurate sketch site plan showing the approximate location and trunk diameter of all trees with a diameter breast height of six (6) inches or greater and indicating which trees are proposed to be removed. The sketch shall be accompanied by an explanation of the reason(s) why removal is proposed. The fee for this permit is ten (10) dollars, payable when the application is submitted.

If this application is accompanying an application for site plan and/or subdivision review, instead of the aforementioned sketch site plan, applicant shall submit seven (7) copies of a Tree Preservation Plan prepared by a licensed engineer, landscape architect, land surveyor, or architect, indicating the proposed locations of roads, lot improvements and existing trees.

The Tree Preservation Plan shall also contain the following information:

- (1) Title, date and a plan number for reference.

- (2) A description of the premises upon which tree removal is to take place by street address and town Tax Map lot and block number.
- (3) The acreage of the lot upon which tree removal is to take place.
- (4) A survey of the species and quantity of all trees on the property, setting forth the location and type of each tree having a trunk diameter breast height of six (6) inches or more, measured three (3) feet above grade. Trees to be removed shall be marked on the survey. Trees to be planted shall be shown on the survey.
- (5) Specific proposals for replanting or reforestation, if applicable.
- (6) A description of the type of tree removal project (i.e., due to a teardown, thinning, selective cutting, clear cutting, or aesthetic improvement cut).
- (7) Location of streams and watercourses.
- (8) Location of slopes greater than ten (10) percent where any tree removal is proposed.
- (9) Identification of any grade changes in excess of six (6) inches around trees to be saved.
- (10) Any person developing a property which requires subdivision or site plan approval shall plant at least one (1) shade tree for every fifty (50) feet of frontage on any proposed or existing right-of-way. All types and locations of shade trees to be planted shall be shown on the submitted Tree Preservation Plan.

The fee for this (subdivision/site plan) permit is one hundred (\$100.00) dollars, payable when the subdivision/site plan application is filed.

APPROVAL AND PERMIT

Permit No.: _____

Date of approval: _____

Check one:

- ☐ As submitted.
☐ With conditions.
☐ Denied.

This permit is valid for two (2) years from the above date of approval.

Tree Preservation Plan, prepared by _____
drawing reference number: _____, amended to (date) _____
is hereby approved.

**** Please note that comments from the Tree Preservation Commission are advisory only;
please contact the Town Engineer with any questions.****

Kenneth B. Marsh, Town Engineer